Center for Educational Performance and Information

This page is being posted as a courtesy resource for all users of the Graduation/Dropout Review and Comment Application. Any messages that previously have been posted to the SRSD Listserv or e-mailed to authorized users, and/or that you may have missed, are here in one document.

Sent 4/16/08 to SRSD listserv and GAD authorized users:

The Graduation Dropout Review and Comment (GAD) application compiles records on individual students that were submitted over more than four years by multiple districts. Based on a review of frequently occurring data submission patterns and the varying quality of data from different districts, CEPI has implemented targeted changes to the 2007 Graduation Cohort data. Some changes were made to many records at once that represent data patterns, and other individual changes were made after a team of CEPI and MDE reviewers investigated and determined the course of action. This communication describes the bulk record changes that have been made to date.

ACTION ITEM: Please review your data after a bulk change or individual change has been made, and determine whether the changes may require further action on your part. Changes to individual records will be communicated directly via e-mail to the authorized user who submitted the help ticket as well as to the authorized users of other affected districts. Bulk change notices will be sent to the SRSD listserv, as well as to all GAD authorized users.

Change #1 – Same-cycle exit records
The logic in the original code that generated the cohort was unable to break some ties when two districts that submitted an exit record for a student during the same collection.   In these cases, a cohort record was not created and they did not appear on any district's cohort reports. We have applied the rule to break the tie by assigning the record to the district that had the most recently reported accountability for that student record. These records should now appear in the GAD as members of the accountable district's cohort.

Change #2 – One-submission not coded 01-04 or 19 moved to exempt status The original logic assigned students to a cohort year based on the submission of a single SRSD record, if it occurred within the cohort window. Students reported one-time only with an expected to continue (19) or a graduated (01-04) exit status will retain their current cohort status. All other students reported one-time only to SRSD with other exit status codes will be recoded to the cohort status of "Exempt." We need to account for these students, so they will remain on the submitting district's cohort list, but they will not affect the district rate.

Change #3 – Middle Colleges
Students in all cohorts for the two middle colleges (BCODEs 07576, 08483) will be reassigned to the next cohort year (e.g., original 2007 cohort will become 2008 cohort).

CEPI continues to process individual issues sent to the help desk. Some of these issues involve moving a student from one accountable district to another and, in other cases, moving students from one cohort year to another. Changes to individual records will be communicated directly via e-mail to the authorized user who submitted the help ticket, as well as to the authorized users of other affected districts.

During your review of GAD data, if you require assistance from CEPI staff, be sure to e-mail cepi@michigan.gov rather than a specific CEPI staff member. Individual staff members may be in meetings or out of the office, which may result in your e-mail message sitting in their mailbox. E-mailing cepi@michigan.gov allows us to track issues and provides you with the quickest response.

Please note that if a help ticket is created, you will receive a response as soon as the research has been completed and a resolution has been determined. If you do need to contact us regarding an existing ticket, please contact cepi@michigan.gov, refer to the help ticket number that was assigned and indicate your question or comment.

CEPI

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Sent 4/18/2008 to SRSD listserv and GAD authorized users:

This message is being sent to the Single Record Student Database (SRSD) Listserv and to the authorized users of the Graduation Dropout Review and Comment (GAD) Application.

In order to streamline the processing of help tickets, the CEPI customer support team will notify ONLY THE GAD AUTHORIZED USER WHO SUBMITTED THE HELP TICKET that resulted in re-assigning a student record to another district's cohort. After the UIC linking request deadline, all authorized users should review their cohort lists to identify any student records that may have been re-assigned into their district's cohort as a result of linking and data changes. CEPI will notify all GAD authorized users when the linking window closes so that they can review their lists and determine whether new student records require any further action. This message represents a change to the e-mail message that CEPI sent to districts on 4/16 in which we stated, "Changes to individual records will be communicated directly via e-mail to the authorized user who submitted the help ticket as well as to the authorized users of other affected districts."

Thank you,

CEPI

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Sent 4/24/2008 to LEA/PSA principals (grades 9-12); ISD Superintendents; GAD, SRSD and PSA authorized users:

The message below was disseminated by the Michigan Department of Education to Public School Academy Directors and Local Education Agency Superintendents. Please take note of the deadline and refer to the communication items and user support materials on the CEPI Web site

(www.michigan.gov/cepi) for additional details. For application concerns, please e-mail CEPI Customer Support at cepi@michigan.gov. E-mail provides written documentation of your questions/concerns and allows the quickest and most efficient method for providing a response. If e-mail is not an option, you may contact the help desk at 517.335.0505 and a help ticket will be created for you. In either case, please include: your name, district code and district name, the CEPI application name, your telephone number (including area code and extension), your e-mail address, and your specific question(s).

The Center for Educational Performance and Information has been conducting clean-up for the 2007 graduation rate, the first four-year cohort rate. The graduation rate provided through this process will be used for AYP on high school and school district report cards issued in the fall of this year. The GAD closes for LEA/PSA adjustment requests at 11:59 pm of **Friday, May 02**, and **no additional appeal** will be available for the high school graduation rate.

The GAD timeline and communications can be viewed at http://www.michigan.gov/cepi/0,1607,7-113-986_47594---,00.html.

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Sent 4/30/2008 to SRSD listserv and GAD authorized users:

Based on a recurring pattern of "help tickets," The Center for Educational Performance and Information (CEPI) and the Michigan Department of Education (MDE) have agreed to further refine the business rules that place student records in the accountable district's cohort list.

Change #4 was implemented on Tuesday, April 29 to correct the effect of "data clean-up" records submitted by district authorized users in the fall of 2007. For example, some district users submitted back-dated exit records for former students with the status of "08: Enrolled in another public school district in Michigan." These records were processed by the Graduation/Dropout Review and Comment Application (GAD), with the result that accountability was transferred incorrectly from the most recently accountable district's cohort list to the cohort list of the district submitting the "clean-up" record.

Because the fall 2007 collection falls outside of the 2006-2007 school year, records from the Fall 2007 Single Record Student Database (SRSD) Submission should not change the accountable district for these students. Change #4 caused the GAD to ignore records from the Fall 2007 SRSD Submission for purposes of assigning accountability.

However, fall 2007 data are still used to determine the cohort status.
In scenarios in which a student record was reported in fall 2007 with an exit status of "19: expected to continue in the same district", the cohort status of that student's record in GAD will be "Off-track, Continuing," since that student is still continuing his or her education as of fall 2007. However, the accountability for that student's on-time graduation will be transferred back to the most recently accountable district during the four-year on-time graduation window.

Change #4, the automated repointing process, should have corrected as many of these issues as possible. While the record from the Fall 2007 SRSD Submission will still be visible in the history of the student, the accountability for that student has been re-pointed to the most recent exiting district.

As this process makes some districts accountable for students who were not previously on their cohort lists, we would like to give the district authorized GAD users more time to respond to these changes. Therefore, the GAD application window for district requests has been extended to 11:59 PM on May 6.

Thank you for your continued diligence and effort in ensuring that your cohort data are as accurate as possible. Please use the extension time wisely and log in to the GAD application if you have not already done so.

The GAD closes at 11:59 PM on TUESDAY, MAY 6, and no additional appeal will be available for 2007 high school graduation rates.

The CEPI team

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Sent 5/1/2008 to SRSD listserv and GAD authorized users:

Because Change #4, "Returning accountability to appropriate districts (fixing 'correction records')" resulted in student records being reassigned to the appropriate accountable district, CEPI will process all Unique Identification Code (UIC) linking requests for any affected student records during the Graduation/Dropout Review and Comment Application (GAD) district data correction request window. (That window closes on 11:59 PM on Tuesday, May 6.)

If you have a UIC linking request for a student record that was newly assigned to your cohort list, please follow the directions in the "Linking UICs Guidelines" document available at: http://www.michigan.gov/documents/LinkingGde1004_107568_7.pdf

When you submit your UIC linking request to CEPI customer support at cepi@michigan.gov, please mention that you believe Change #4 identified the need for linking. You will also need to provide the UIC of the student in question, so that CEPI's customer support team can verify that one of the UICs requested in the link were, in fact, affected by Change #4 and the link request can be processed.

Please do not include student names or other identifying information in your initial request to CEPI customer support. You will provide that information after a help desk ticket has been created, when you fax your linking information to CEPI as described in the "Linking UICs Guidelines".

Thank you,

CEPI Student Data Team